



Lodge Leadership

Presented by the Grand Lodge of
Nebraska Leadership Committee

Definition of leadership?

“The art of motivating a group of people to act towards achieving a common goal.”

*Two objectives of leadership:

1. Mission Accomplishment
2. Member Welfare

* **Lodge Leadership**

- * Both objectives should go hand-in-hand with one another, if at all possible.
- * Mission accomplishment should be the task of building your lodge up with a strong group of Master Masons who carry out the goals of Freemasonry within their community.
- * Member welfare should be that your lodge members are having fun while doing so.

* Lodge Leadership

- * Not everyone will lead the lodge in the same way though. Each leader will utilize a different approach in leading their lodge, which is totally fine.
- * Remember that “Everyone is a teacher,” so take the best of the best, throw out the worst of the worst, and add in your own leadership style, and you’ll do just fine.

* Lodge Leadership

- * As Master of the lodge, you should never forget the words you heard while being installed, “*You are an individual Mason; and though elevated for a time above your brethren, you are elevated by them.*”
- * In other words, don’t forget where you came from. There’s no Kingship here. Roll up your sleeves and lead by example.

* Lodge Leadership

Leadership Principles

- * Set the example.
- * Know yourself and seek self-improvement.
- * Be proficient in both ritual and procedures.
- * Develop a sense of responsibility among your subordinates.
- * Make sound and timely decisions.

* **Lodge Leadership**

Leadership Principles

- * Know your people and look out for their welfare.
- * Keep your people informed.
- * Seek responsibility and take responsibility for your actions.
- * Ensure assigned tasks are understood, supervised, and accomplished.

* **Lodge Leadership**

- * Planning for your year in the East starts at least 1 year before assuming the duties.
- * As the Worshipful Master you'll need to have an agenda planned out for your year as Master.
- * Remember that borrowing agenda items from past agendas is not plagiarism, it's flattery. If it worked, then use it. If it didn't, then get rid of it.
- * Within your first month as Master you should have a "Strategic Planning Meeting" with your lodge leaders to present your agenda for the year.

* Lodge Planning

Strategic Planning Meeting

- * Attendees should include your lodge officers and any “key players” in the lodge.
- * Agenda (Discuss events, timeline, etc.)
- * Goals (i.e. Recruitment, filling chairs, etc.)
- * Tasks (Assign tasks to be accomplished for each goal and a reasonable timeline to be met)
- * Set up a follow-up date to check progress.

* **Lodge Planning**

- * An annual lodge budget is recommended.
- * A yearly audit of that budget is required though and should be completed no later than the installation of your successor.
- * When making a budget, plan accordingly and budget for the annual per capita payment to Grand Lodge, and for the academic and band camp scholarships as well.
- * Utilize fundraising activities to accomplish your lodge's personal goals. Don't just have a fundraiser with no specific goal in mind.

* Budget & Finances

- * As a new Master of the lodge, you should look well to your Secretary for guidance and direction.
- * Masters change each and every year, but Secretaries tend to remain in that position for several years.
- * The Secretary should be knowledgeable on the by-laws of both the local lodge and the Grand Lodge. Learn from their knowledge and experience.
- * The Secretary will keep the Master on track with the lodge's annual requirements and will help ensure its success for the year.

* Lodge Secretary

- * The Master should also learn what the Secretary's duties are just in case he needs to assist the Secretary throughout the year.
- * This in turn helps prepare him for that billet should he ever have to assume it in the future.
- * Respect should be given to the Secretary by the Master, but the Master should also ensure that he is never being overpowered by the Secretary though.
- * The Secretary and Master are a "team." The lodge's success depends on it!

* Lodge Secretary

*How long should a business meeting be?

Answer: Long enough to accomplish the task at hand. Try to keep them under an hour if possible. You as the Master are in control.

***Regular Communications**

*Ways to speed up a business meeting?

Answer: Email your agenda, the previous business minutes, and the Grand Lodge correspondence to your members beforehand. This speeds things up immensely and gives them time to look things over.

***Regular Communications**

* You need (8) Master Masons to conduct a business meeting. Want to know how to get them there?

Answer: Have a meal before or after lodge and make your meeting's agenda worthy of them coming to lodge that evening. Don't just pay the bills.

* **Regular Communications**

*Want to impress your lodge members?

Answer: Then know how to open and close your lodge properly. Nothing is worse than a Master who struggles in ritual. So, learn your parts ahead of time and “set the example.”

***Regular Communications**

- * Recruiting is not the problem - Retention is the problem.
- * Don't promise what your Lodge is not doing. If you're claiming to be a charitable organization, then start doing charity work to prove it.
- * Each lodge has its own distinctive identity. Build yours and they will come. Find your lodge's "niche" and then sell it.

* Recruiting & Retention

- * Plan lodge meetings that provide the lodge members a chance to go to different places every so often. Hold outdoor lodge meetings, or hold them at different locations (i.e. Fremont Home for Children, Plattsmouth Home, etc.).
- * Just don't forget to obtain a Letter of Dispensation from the Grand Master to move your Charter though.
- * Also plan extra-curricular lodge activities that allow your members a chance to bring their family members, and new prospects as well (Lodge BBQ, Past Masters Dinner, etc.).

* Recruiting & Retention

- * Plan meals before or after lodge meetings. A meal will always generate more attendees at any lodge function.
- * Meals help promote a more common bond between your members by allowing them to interact with each other on a more personal level.
- * In the end, provide your members with the proper “tools” to go out and promote your lodge to their friends and family. Help your lodge sell itself to the outside community.

* Recruiting & Retention

*What are we without ritual?

Answer: “Just another “animal club.”

*Remember that proficient is not perfect.

*Practice does not make perfect either - Perfect practice makes perfect.

*Conducting ritual is a performance, so don't embarrass yourself, or your lodge. Know your parts.

*Ritual

- * When conducting degrees on a candidate, ensure that you have practices prior to the degree. Make sure your people know their parts, and their floorwork as well.
- * Send out a trestle board for the degree work at least two weeks in advance. Then follow up right before the degree to ensure there are no gaps.
- * If there are gaps in the degree work, ask for assistance from other lodges or your DGC. Don't wait to the last minute though.

* **Ritual**

- * Designate only 1 prompter in lodge. You don't need 20 people correcting errors, and unless they're egregious errors, don't interrupt!
- * Ask your Deputy Grand Custodians to help you and your lodge to become more proficient.
- * Lodges are required to certify in opening and closing annually.
- * Push your lodge to eventually become certified in conferring all three degrees though. This will ensure your lodge's survival in the end.

* **Ritual**

- * Push your younger members to learn a lecture. Start them off small and work them into it.
- * They need to understand that they are the future of the lodge and need to take over for the older members who always do the lectures.
- * If your lodge needs help with degree work, ask for assistance from fellow lodges, from your DGC, or from the Grand Lodge. You will be amazed at how many people will volunteer to help your lodge out.

* **Ritual**

- * Mentorship sets the tone for the personal journey of a Mason.
- * The mentor provides so many valuable tools for their mentee, not just in the materials within the Leadership Publications, but in the example they set.
- * Mentoring is about teaching us to teach. The mentor learns to teach as the mentee learns the material.

* Mentorship

- * Mentorship should not only include the teaching of ritual but learning about the Masonic fraternity overall.
- * In the end, the bond between the mentor and the mentee will be strong and will last a lifetime.
- * The best way to maintain your members is to implement a mentorship program within your lodge and ensure that as many members as possible are engaged in it.

 **Mentorship**

- * Ensure that mentors who are assigned a new Mason to work with in degree work are held accountable each and every month at the business meeting.
- * Make it a part of your monthly agenda to ask them how their training is going. This will ensure that they are putting in the effort to train their mentee in the degree work.
- * Try and assign a mentor that will work well with the new Mason too. This will help ensure their success.

 **Mentorship**

External

- * Does the public know who you are and what you do?
- * Do you have a sign coming into town that tells people your lodge is there?
- * Does your lodge building give a good impression, and are you a good neighbor?
- * Are there community events that your lodge can participate in?
- * Do you open your lodge building to special events for other organizations?

* **Communications**

External

- * Do you have a Facebook page, or a website that people can check out?
- * Have you updated your lodge's Google listing with current information?
- * Does your lodge building have pamphlets that it can pass out to visitors that explain Freemasonry?
- * Are your lodge members "flying their colors" by advertising that they're a Mason (i.e. Ring, auto decal, etc.)
- * Are you donating to the academic and band camp scholarships so the community knows who you are?

* **Communications**

Internal

- * Over-communicate with your members, but just don't abuse your privileges by emailing all your members for a local event. Utilize their email addresses wisely.
- * Reach out to non-attending members every so often. Who knows, you might get them to come back to lodge again.
- * Use social media to promote your lodge's accomplishments (Facebook, Twitter, etc.)
- * Use calling trees, emails, and texts. Remember that phone calls and texts get instant attention.

* Communications

- * Donate to the Masonic-Eastern Star Home for Children in Fremont.
- * Donate to the Masonic Home in Plattsmouth.
- * Volunteer within your community:
 - * Food banks
 - * Clothing banks
 - * Community needs - Adopt-A-Park, Adopt-A-Highway, etc.

* Community Service

- * Annual Communication - Required for the WM, SW, JW, and Secretary to attend each year. If unavailable, then each member can carry (2) proxies. One of these officers should attend though!
- * Attending the Annual Communication provides your lodge with a means of having its voice heard via voting.
- * Failure to provide any representatives for (3) consecutive years is grounds to have your Charter arrested by the Grand Master.

* Grand Lodge

- * Fall Area Meetings - Not required, but highly beneficial to attend because they allow lodges the ability to provide feedback to the Grand Lodge on upcoming resolutions.
- * Schools of Instruction - Not required, but highly beneficial because they provide lodges with updated knowledge on degree work.
- * Awards - If you're not applying for Grand Lodge awards (Vitality, Pillar/Leadership, Rock Maul, etc.), then you should be. If you're doing the work, you should be getting recognized for it.

* Grand Lodge

- * Awards (Cont.) - By following the awards guidelines, you can also establish an agenda for your year in the East. Awards also help motivate your lodge members.
- * Scholarships - The Grand Lodge academic scholarships and Band Camp scholarship are great ways to reach out to your community and help your lodge sell itself as a charitable organization.
- * Administrative Requirements - Ensure your lodge is submitting its monthly reports and annual documents on time. If in doubt, review the Secretary's Handbook or call the Grand Lodge office.

* Grand Lodge

- * Administrative Requirements (Cont.) - Ensure that the Grand Lodge has your current contact information (phone number, email address, mailing address).
- * If you're having reservations about providing that information to the Grand Lodge office, then you probably ought to reconsider the office that you're holding.
- * They need your current information to effectively communicate with you so they can assist you in running your lodge.

* Grand Lodge

- * Grand Lodge Software (M2/Grandview) - If your Secretary needs assistance in any way with the Grand Lodge software, then contact either the Grand Lodge office, or your Deputy Grand Secretary for further assistance.
- * The Grand Lodge office is here to assist your lodge at any time, as are the Grand Lodge Officers and Deputy Grand Custodians. Don't be afraid to reach out to them and ask for assistance.

* Grand Lodge

- * Remember that YOU are the Grand Lodge of Nebraska.
- * You as an individual lodge leader help Freemasonry grow when you ensure that your lodge performs its administrative and procedural requirements each and every day.
- * Through your actions, or lack thereof, Freemasonry in Nebraska will either prosper or falter. Its welfare is in your hands.

* Grand Lodge

- * Seek self improvement - Never stop learning and improving.
- * Supervise - Inspect what you expect and follow up on tasks.
- * Lead from the front - Set the example for others to follow.
- * Pass on what you've learned and support others after you've left the East. Train your replacement.

* **Conclusion**

- * Remember that it takes a long time for a lodge to build itself up...
- * ...but it takes no time at all for it to tear itself down.
- * Don't let your lodge die off.
- * Be the reason it survives.
- * Be “The Spark” that ignites it.

* Final Thoughts



"Leadership is not only having a vision, but also having the courage, the discipline, and the resources to get you there."
-George Washington